



# Napa County

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## Legislation Text

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**TO:** Board of Supervisors  
**FROM:** David Morrison - Interim County Executive Officer  
**REPORT BY:** Neha Hoskins - Clerk of the Board  
**SUBJECT:** Reappointment to the Monticello Public Cemetery District (MPCD) Advisory Committee

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### **RECOMMENDATION**

Interim County Executive Officer requests the reappointment of Patrick Scribner and Janice Gauthier to represent Member on the Monticello Public Cemetery District (MPCD) Advisory Committee with the terms of office to commence immediately and expire December 31, 2026.

### **EXECUTIVE SUMMARY**

There are currently two vacancies on the MPCD Advisory Committee due to expiring terms. The County Executive Office advertised the vacancies and received two reappointment requests from Patrick Scribner and Janice Gauthier to represent Member.

### **FISCAL & STRATEGIC PLAN IMPACT**

Is there a Fiscal Impact? No  
County Strategic Plan pillar addressed: Effective and Open Government

### **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

### **BACKGROUND AND DISCUSSION**

On February 19, 2002, the Napa County Board of Supervisors, sitting as the Board of Trustees of the Monticello Public Cemetery District (MPCD), adopted Resolution No. 02-31 disbanding the Cemetery Advisory Committee that had been in existence for fifteen years and had no established term limits. The Resolution also amended the Napa County Policy Manual to add Part II, Section 25, establishing the creation of, and operational rules for, the MPCD Advisory Committee.

The functions of the MPCD Advisory Committee per section 2.2.1.2 of the Bylaws, Policy and Procedures Manual adopted by the Board of Trustees in April 2006 and amended by MPCD Resolution 2011-01 on June 14, 2011 include the following:

1. Develop recommendations to the Board regarding the type, extent and level of services to be provided and financed by the District;
2. Develop recommendations to the Board for the establishment or revision of policies to be utilized within the District;
3. Develop recommendations to the Board on establishment and/or modification of rates, fees, and other charges to be imposed by the District;
4. Review and make recommendations to the Board regarding the annual budget for the District; and
5. Develop recommendations to the Board on any other matters pertaining to the District, upon request by the Board.

According to the bylaws, in order to qualify to serve on the MPCD Advisory Committee applicants must:

- Be residents of the District;
- Be owners of property within the boundaries of the District, as determined by the last Assessor's tax roll; or
- Be owners of plots within the Monticello Public Cemetery District, including those persons described in Sections 9060, 9061 and 9062 of the California Health and Safety Code.

Staff is requesting the reappointment of Patrick Scribner and Janice Gauthier to represent Member on the Monticello Public Cemetery District (MPCD) Advisory Committee.